Patient Safety Training Suite

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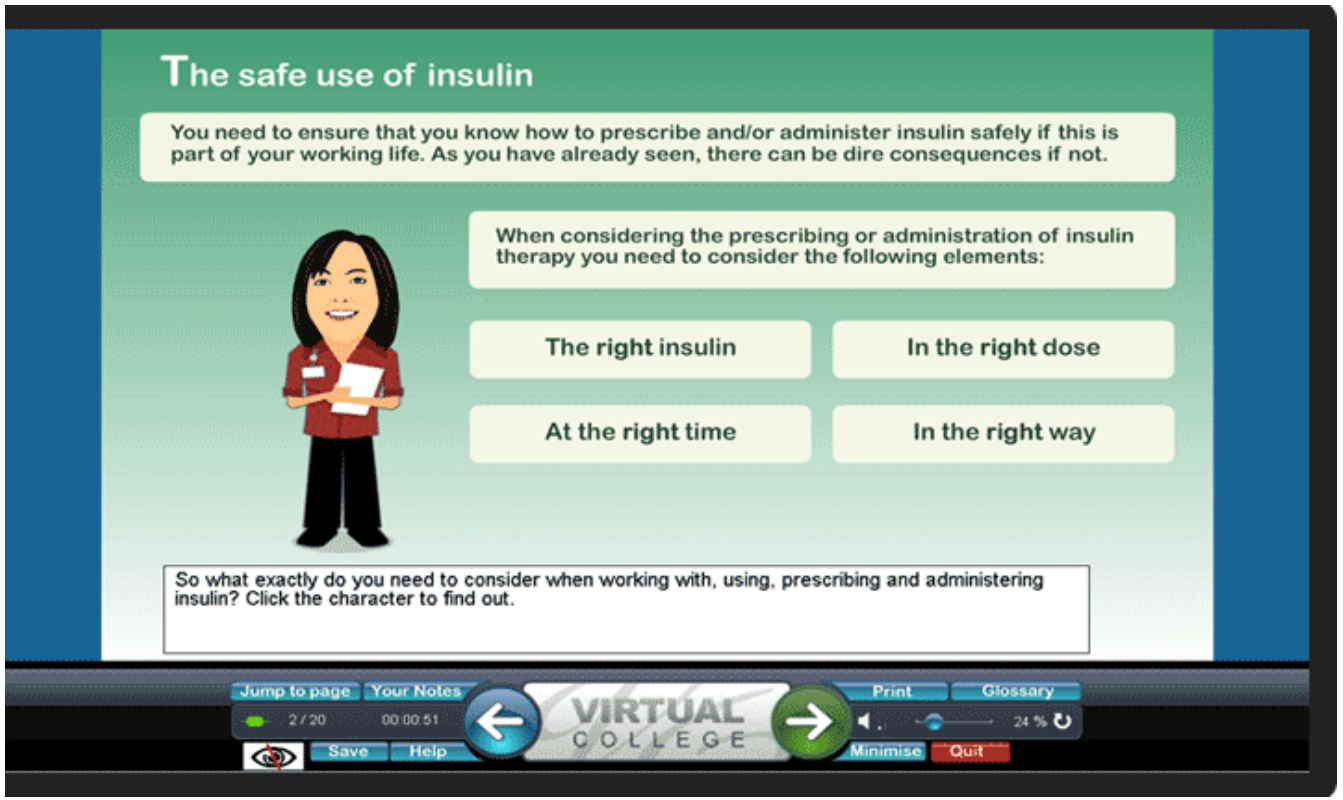
Health & Social Care
Division

The Patient Safety Suite

Self Registration – User Guide


The safe use of insulin
You need to ensure that you know how to prescribe and/or administer insulin safely if this is part of your working life. As you have already seen, there can be dire consequences if not.
When considering the prescribing or administration of insulin therapy you need to consider the following elements:
The right insulin
In the right dose
At the right time
In the right way
So what exactly do you need to consider when working with, using, prescribing and administering insulin? Click the character to find out.
Jump to page
Your Notes
Print
Glossary
2 / 20
00:00:51
24 %
Save
Help
Minimise
Quit
VIRTUAL COLLEGE

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Accessing the suite

When self–registering for the first time, you will need to click on the below link the access the site:

http://nhsdiabetes.healthcareea.co.uk/

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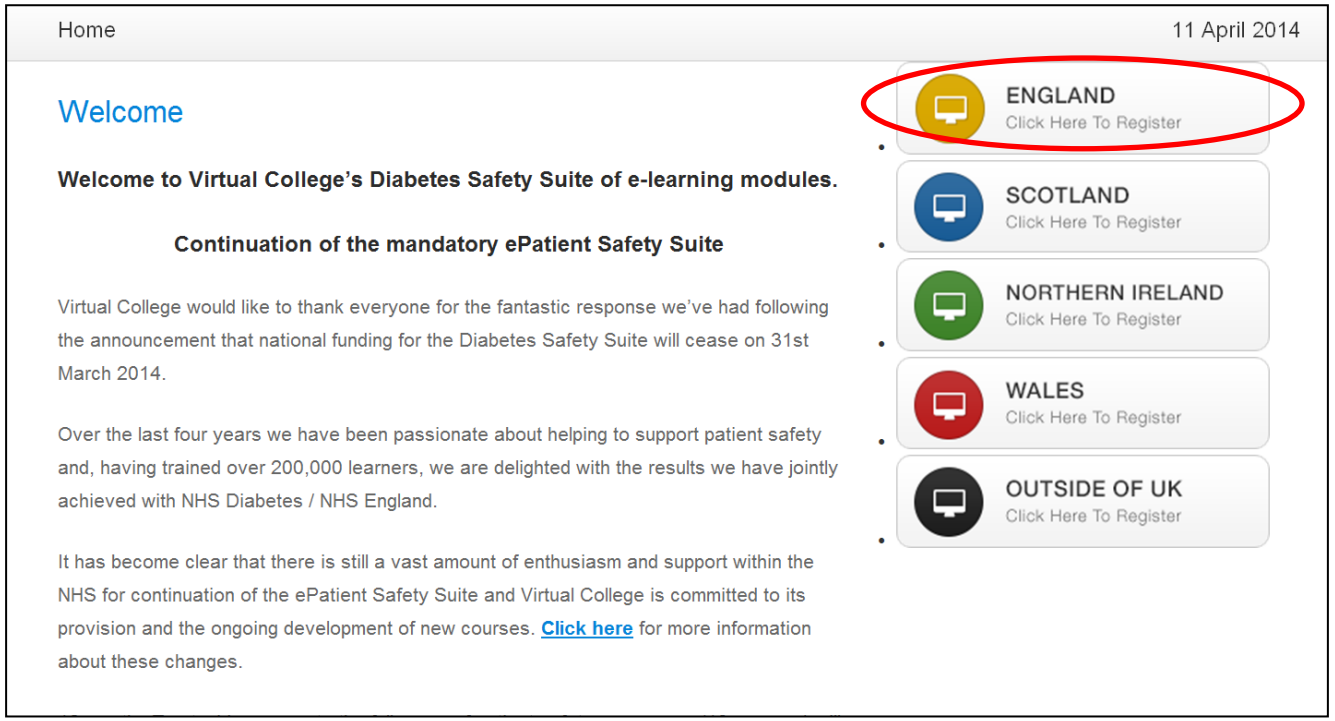
You will then be asked to select one of the regional options on the right hand side of the screen and you will need to click on ENGLAND.


Home
11 April 2014
Welcome
Welcome to Virtual College's Diabetes Safety Suite of e-learning modules.
Continuation of the mandatory ePatient Safety Suite
Virtual College would like to thank everyone for the fantastic response we've had following the announcement that national funding for the Diabetes Safety Suite will cease on 31st March 2014.
Over the last four years we have been passionate about helping to support patient safety and, having trained over 200,000 learners, we are delighted with the results we have jointly achieved with NHS Diabetes / NHS England.
It has become clear that there is still a vast amount of enthusiasm and support within the NHS for continuation of the ePatient Safety Suite and Virtual College is committed to its provision and the ongoing development of new courses. Click here for more information about these changes.
ENGLAND
Click Here To Register
SCOTLAND
Click Here To Register
NORTHERN IRELAND
Click Here To Register
WALES
Click Here To Register
OUTSIDE OF UK
Click Here To Register

Patient Safety Training Suite

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Health & Social Care
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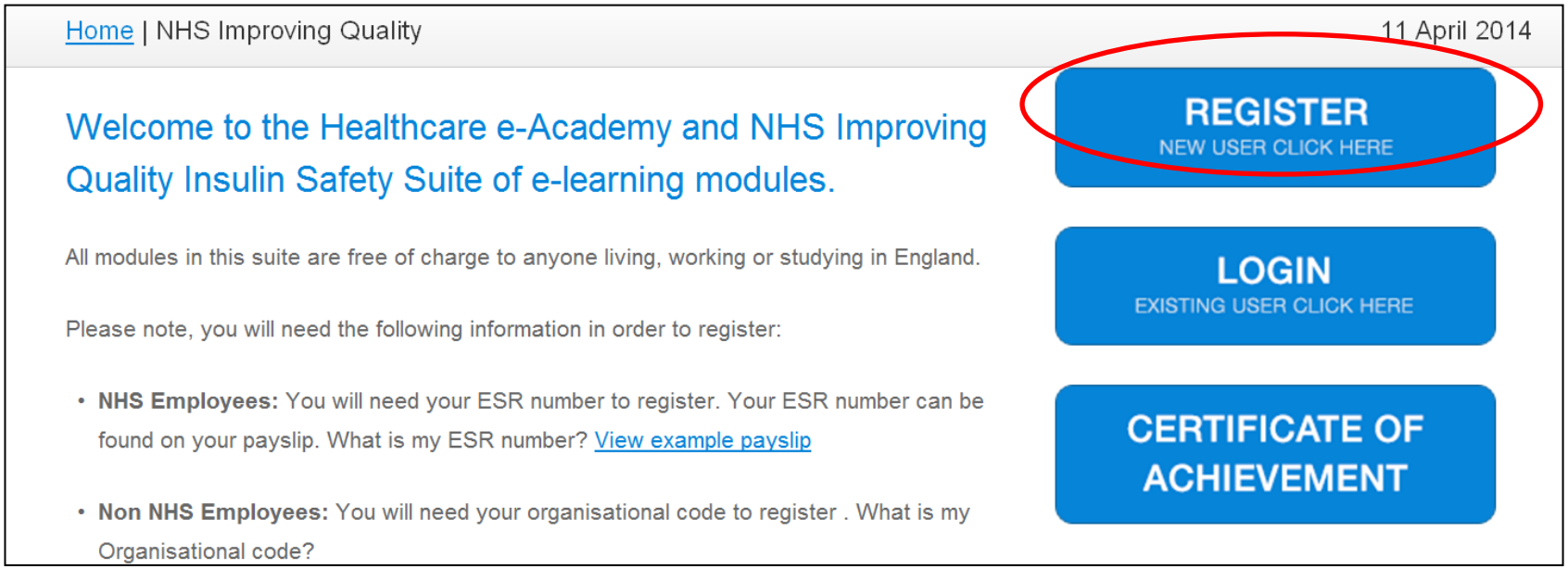
Then you can select the option to 'Register' for the first time or to 'Login' to an existing record.


Home | NHS Improving Quality
11 April 2014
Welcome to the Healthcare e-Academy and NHS Improving Quality Insulin Safety Suite of e-learning modules.
All modules in this suite are free of charge to anyone living, working or studying in England.
Please note, you will need the following information in order to register:
• NHS Employees: You will need your ESR number to register. Your ESR number can be found on your payslip. What is my ESR number? View example payslip
• Non NHS Employees: You will need your organisational code to register . What is my Organisational code?
REGISTER
NEW USER CLICK HERE
LOGIN
EXISTING USER CLICK HERE
CERTIFICATE OF ACHIEVEMENT

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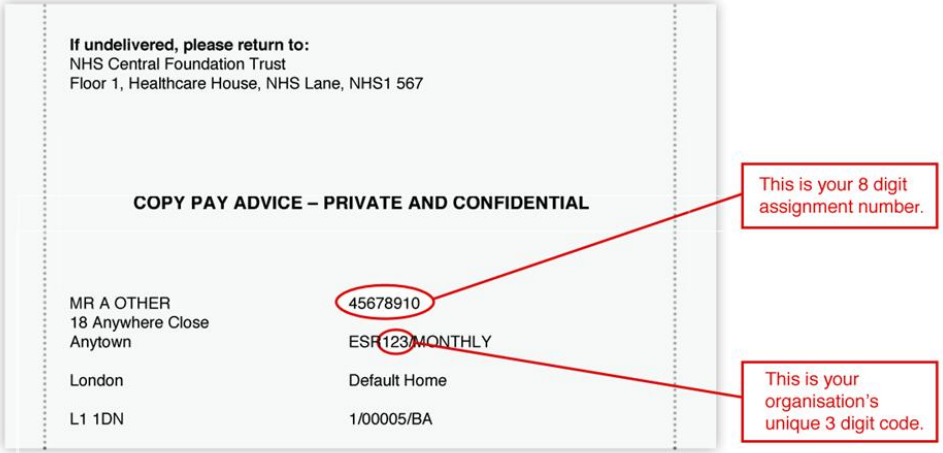
Before you progress further, please note that you will need the following information in order to register

NHS Employees: You will need your ESR number to register.

Your ESR number can be found on your payslip.

What is my ESR number? Your ESR number contains a total of 11 digits. The First 3 are your organisation's unique code and the remaining 8 are your assignment number, both of which can be found on the front cover of your payslip. Please see example below.



Your ESR number starts with your organisation's unique 3 digit code followed by your 8 digit assignment number. You should not leave a space in between, therefore if using the above example, your ESR number would be: 12345678910.

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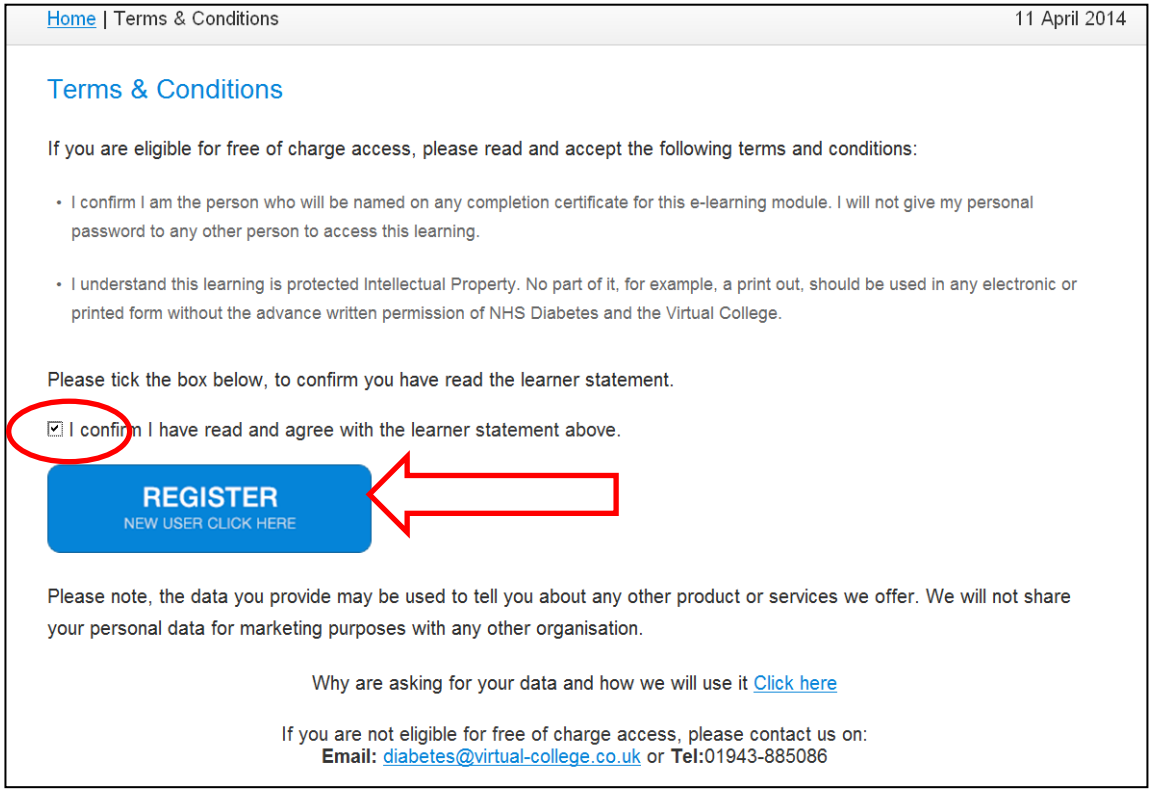
When you have your organisation's ESR, please click the REGISTER button then you will be asked to confirm and agree with the learner statement by clicking the box after reading the statement and then select the blue Register Button


Home | Terms & Conditions
11 April 2014
Terms & Conditions
If you are eligible for free of charge access, please read and accept the following terms and conditions:
• I confirm I am the person who will be named on any completion certificate for this e-learning module. I will not give my personal password to any other person to access this learning.
• I understand this learning is protected Intellectual Property. No part of it, for example, a print out, should be used in any electronic or printed form without the advance written permission of NHS Diabetes and the Virtual College.
Please tick the box below, to confirm you have read the learner statement.
I confirm I have read and agree with the learner statement above.
REGISTER
NEW USER CLICK HERE
Please note, the data you provide may be used to tell you about any other product or services we offer. We will not share your personal data for marketing purposes with any other organisation.
Why are asking for your data and how we will use it Click here
If you are not eligible for free of charge access, please contact us on:
Email: diabetes@virtual-college.co.uk or Tel:01943-885086

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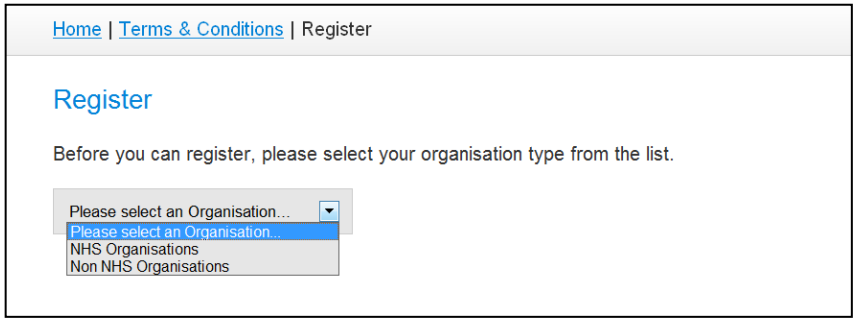
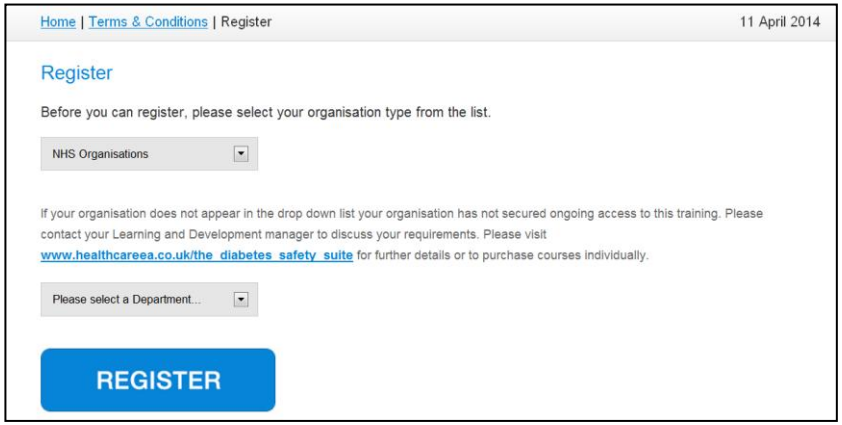
Division

You will then be asked to select your organisation type from the drop down box
Here you will need to select 'NHS ORGANISATION'


Home | Terms & Conditions | Register
Register
Before you can register, please select your organisation type from the list.
Please select an Organisation...
Please select an Organisation...
NHS Organisations
Non NHS Organisations

An option then appears to select which NHS Trust (Department) you are working for by selecting the drop down box available, and then click the blue 'Register' button.


Home | Terms & Conditions | Register
11 April 2014
Register
Before you can register, please select your organisation type from the list.
NHS Organisations
If your organisation does not appear in the drop down list your organisation has not secured ongoing access to this training. Please contact your Learning and Development manager to discuss your requirements. Please visit
www.healthcareea.co.uk/the_diabetes_safety_suite for further details or to purchase courses individually.
Please select a Department...
REGISTER

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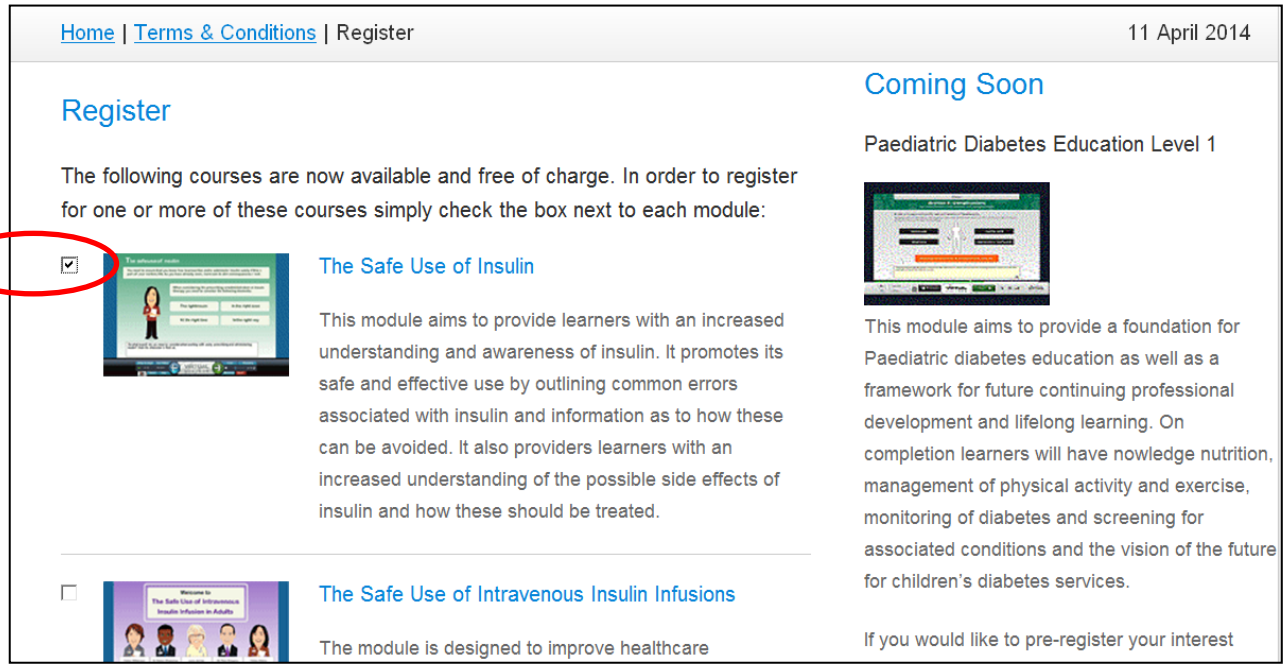
The page then asks you to tick which courses you wish to add to your record and there is a small box next to each course to tick and then click the Register button at the bottom of the page


Home | Terms & Conditions | Register
11 April 2014
Register
The following courses are now available and free of charge. In order to register for one or more of these courses simply check the box next to each module:
The Safe Use of Insulin
This module aims to provide learners with an increased understanding and awareness of insulin. It promotes its safe and effective use by outlining common errors associated with insulin and information as to how these can be avoided. It also providers learners with an increased understanding of the possible side effects of insulin and how these should be treated.
The Safe Use of Intravenous Insulin Infusions
The module is designed to improve healthcare
Coming Soon
Paediatric Diabetes Education Level 1
This module aims to provide a foundation for Paediatric diabetes education as well as a framework for future continuing professional development and lifelong learning. On completion learners will have nowledge nutrition, management of physical activity and exercise, monitoring of diabetes and screening for associated conditions and the vision of the future for children's diabetes services.
If you would like to pre-register your interest

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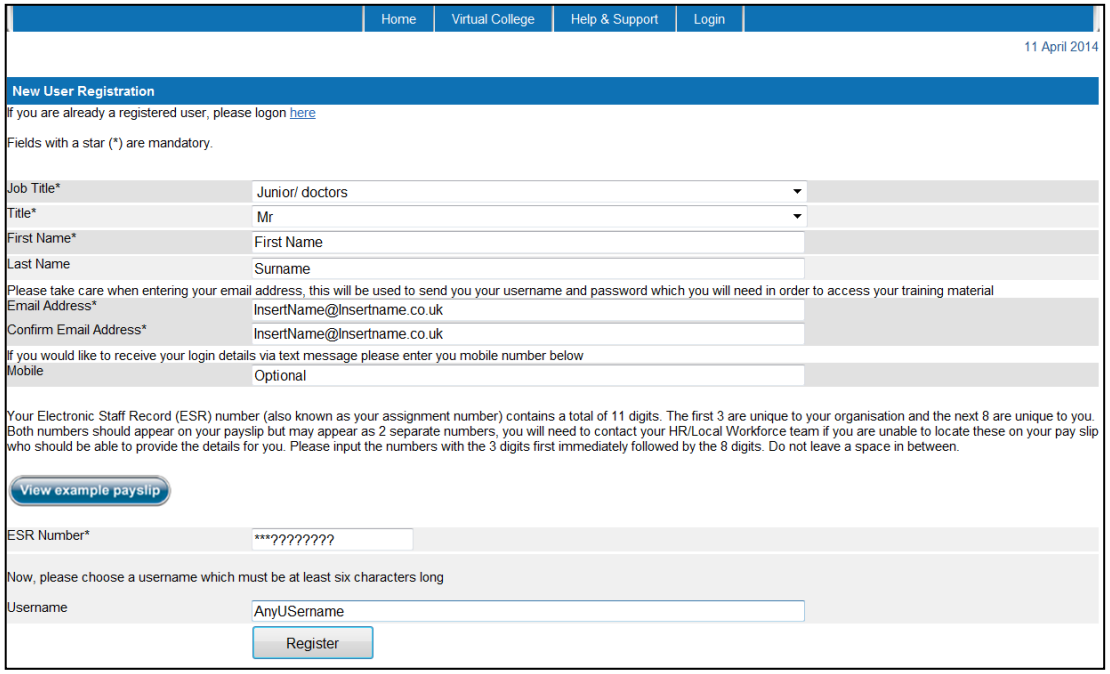
YOU ARE NEARLY THERE – You just now need to complete the information page and then a record will be created.

You need to complete all the fields that have asterix(*) beside them as these are mandatory fields. When all the field s have been entered then select the Register' at the bottom of the page.


Home
Virtual College
Help & Support
Login
11 April 2014
New User Registration
If you are already a registered user, please logon here
Fields with a star (*) are mandatory.
Job Title*
Junior/ doctors
Title*
Mr
First Name*
First Name
Last Name
Surname
Please take care when entering your email address, this will be used to send you your username and password which you will need in order to access your training material
Email Address*
InsertName@Insertname.co.uk
Confirm Email Address*
InsertName@Insertname.co.uk
If you would like to receive your login details via text message please enter you mobile number below
Mobile
Optional
Your Electronic Staff Record (ESR) number (also known as your assignment number) contains a total of 11 digits. The first 3 are unique to your organisation and the next 8 are unique to you. Both numbers should appear on your payslip but may appear as 2 separate numbers, you will need to contact your HR/Local Workforce team if you are unable to locate these on your pay slip who should be able to provide the details for you. Please input the numbers with the 3 digits first immediately followed by the 8 digits. Do not leave a space in between.
View example payslip
ESR Number*
***????????
Now, please choose a username which must be at least six characters long
Username
AnyUSername
Register

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The last step is that you will have a notification on screen informing you of the link and your personal login details to access your learner record containing the training.

(This information will also be emailed and text to your mobile if you enter the number on registration page).

To access your record please click on this link and then enter your personal logins consisting of a Username and Password.

LINK: https://nhsdiabetes.vctms.co.uk/

Patient Safety Training Suite

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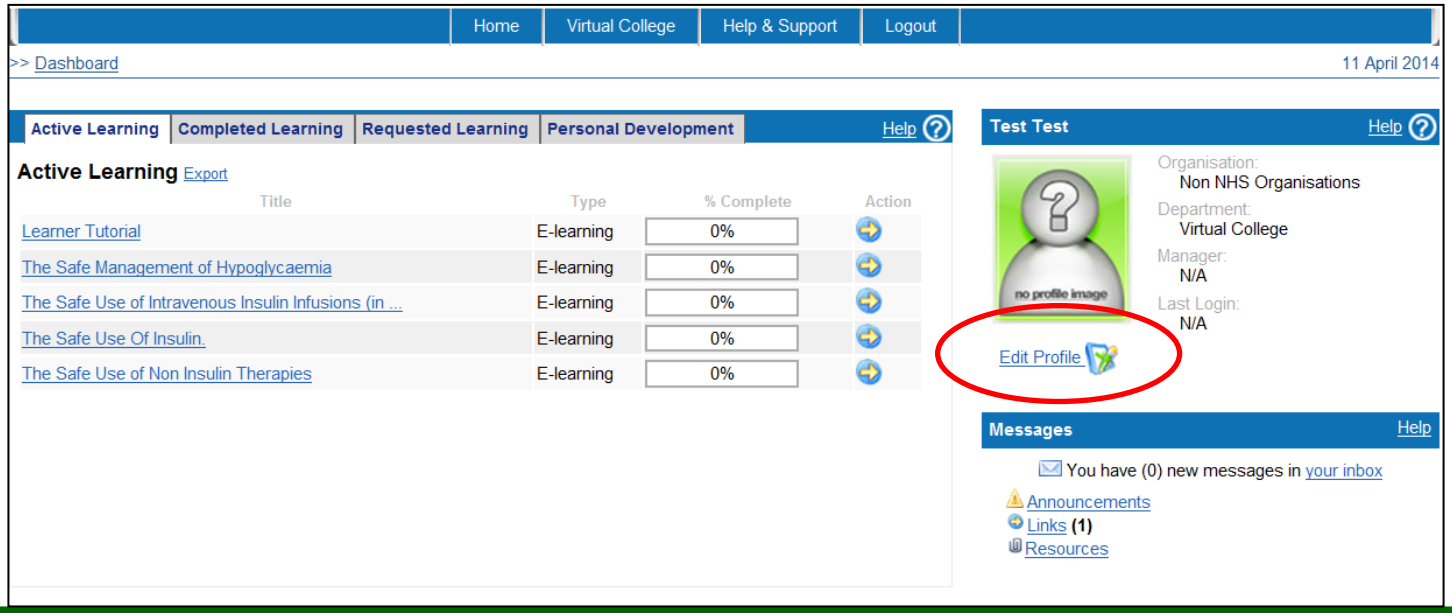
PLEASE NOTE, we ask that you check your details on your learner record and change your password for security reasons prior to commencing any training.

If your name is spelt wrong on your record then your certificate will print the wrong name.

To do this, you need to log into your record using the link and the login details assigned to you and then on this first screen of your record, you will we see on the right hand side an option called 'EDIT PROFILE'. If you click on this option then you can amend your information and password for your account.



Patient Safety Training Suite

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Division

If at any time do not remember your login details or you no longer have the email or text sent to you initially containing this information, then we advise that you ***do not*** re- register but instead contact our Learner Support team who can provide you with this information.

Learner Support contact information:

Email: LearnerSupport@virtual-college.co.uk

Telephone: 01943 885095

By creating duplicate records you will have records which contain different learner progress being recorded for the same course.

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If you have any questions please contact info@healthcareea.co.uk